



## Massachusetts Department of Environmental Protection

Bureau of Resource Protection – Water Supply – New Technology Approvals

**BRP WS 11** Minor New Technology Approval, no field test required

**BRP WS 12** Major New Technology Approval, field test required

## Instructions and Supporting Materials

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- completeness checklist

### Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at [www.mass.gov/dep](http://www.mass.gov/dep) in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

*Instructions & Support Materials* files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

*Permit Applications* in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



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**1. What is the purpose of these approvals?**

These approvals serve to protect the health and welfare of the public through the control of any product or operation that comes into contact with public drinking water. These products and operations must be controlled to prevent contaminants from leaking into the drinking water as well as to ensure that the products and operations work as designed. Apply in category BRP WS 11 if no field test is required (minor new technology approval). Apply in category BRP WS 12 if a field test **is** required (major new technology approval). Regulatory authority for these approvals is stated in 310 CMR 22.04(6), of the Drinking Water Regulations.

**2. Who must apply?**

Public water suppliers, manufacturers, or their representatives must apply if they want approval to use a product or operation that will come into contact with a public water supply. These products include, but are not limited to, drinking water additives, filtration devices, coatings, pipes, tanks, vending machines, and backflow prevention devices.

**3. What other requirements should be considered when applying for these approvals?**

If water suppliers or their representatives apply for one of these approvals as part of a facility modification it may also be necessary for them to apply for other MassDEP water treatment permits, e.g. BRP WS 21, 22, 23, 24 or 25.

**Note:** These additional requirements are intended to serve as a guide to the applicant. It does not necessarily include **all** additional requirements.

**4. What is the application fee?**

**BRP WS 11** (minor new technology approval, no field test required).....\$2,265

**BRP WS 12** (major new technology approval, field test required). The application fee is negotiated in accordance with 310 CMR 4.05.

**5. What is the Primary Permit Location?**

PRIMARY PERMIT LOCATION:

**For BRP WS 11, BRP WS 12**  
**Department of Environmental Protection**  
**Water Supply**  
**1 Winter Street**  
**Boston, MA 02108**

**What is the Reserve Copy Location?**

RESERVE COPY LOCATION:

**None required.**

**6. Where can I get a copy of the timelines?**

The timelines are available on the MassDEP Website: <https://www.mass.gov/lists/massdep-fees-timelines>

**7. What is the annual compliance fee?**

There is no annual compliance fee for either of these approvals.



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**8. How long are these approvals in effect?**

These approvals are in effect as long as the applicant remains in compliance with appropriate laws and regulations and MassDEP determines that the product or operations continue to protect the public health and welfare.

**9. How can I avoid the most common mistakes made in applying for these approvals?**

- a. Fill in **all** information on the MassDEP Application Form BRP WS 06-31.
- b. Attach all information requested on the Application Completeness Checklist.
- c. Send application and *one* copy from the MassDEP Transmittal Form to Department of Environmental Protection, Water Supply, 1 Winter Street, Boston, MA 02108.
- d. Submit fee and *one* copy of the MassDEP Transmittal Form to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.

**10. What are the regulations that apply to these approvals?**

**Where can I get copies?**

These regulations include, but are not limited to:

- a. Drinking Water Regulations, 310 CMR 22.00.
- b. Timely Action and Fee Provisions, 310 CMR 4.00.
- c. Administrative Penalty Regulations, 310 CMR 5.00.

These may be purchased at:

**State House Bookstore**  
Room 116  
Boston, MA 02133  
617-727-2834

**State House West Bookstore**  
436 Dwight Street  
Springfield, MA 01103  
413-784-1376



**Massachusetts Department of Environmental Protection**  
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(for BRP WS 12, see following page)

## **Application Completeness Checklist**

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- The MassDEP Transmittal Form is completed: <https://www.mass.gov/service-details/transmittal-form-number-for-massdep-permit-application-payment>

- Application Form BRP WS Application has been completed.

Included in the application package are:

- A cover letter explaining the request.
- Plans and Specifications.

In addition to the above, the following require additional submittals:

For Cross Connection Devices:

- Independent Lab Test Report.
- Independent Field Test Report.
- ASSE Seal or U.S.C. Certificate of Approval.
- Current Catalog.
- Current Installation Instructions.
- Current Servicing and Maintenance Manuals.
- Materials Specifications.
- UL or Factory Mutual Research Approval (fire systems).

For Water Vending Machines:

- Massachusetts Plumbing Board Approval.
- Schematic.
- Maintenance and Cleaning Specifications.

For Other New Technology Approvals such as drinking water additives, pipes, tanks, etc.:

- Third party or National Code approval such as AWWA, NSI or EPA.

To submit the application package:

- Checklist items have been completed.
- Send one copy of the application along with one page from the MassDEP Transmittal Form to:

Department of Environmental Protection  
Water Supply  
1 Winter Street  
Boston, MA 02108

- Send fee of \$2,265 in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with one page from the MassDEP Transmittal Form to:

Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211



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**BRP WS 12** Major New Technology Approval, field test required  
(for BPR WS 11, see preceding page)

## **Application Completeness Checklist**

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- The MassDEP Transmittal Form has been completed. <https://www.mass.gov/service-details/transmittal-form-number-for-massdep-permit-application-payment>  
Check "Alternative Schedule Project Request" in Section F of the Transmittal Form. See "Instructions for Completing Transmittal Form" in Application Kit Folder.

- Application Form BRP WS Application has been completed.

To submit the application package:

- Send one page of a completed Transmittal Form attached to Form BRP WS Application and a cover letter explaining the request to:

Department of Environmental Protection  
Water Supply  
One Winter Street  
Boston, MA 02108

- Send negotiated fee in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with one page from the MassDEP Transmittal Form to:

Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211